



Department of Medical Assistance Services
600 East Broad Street, Suite 1300
Richmond, Virginia 23219

www.dmas.state.va.us

MEDICAID PROVIDER MANUAL UPDATE

TO: All Physicians participating in the Virginia Medical Assistance Program, Health Maintenance Organizations providing services to Virginia Medicaid recipients, and all holders of the Virginia Medicaid *Physician* provider manual

UPDATE: P-02-02

FROM: Patrick W. Finnerty, Director
Department of Medical Assistance Services

DATE: 7/25/2002

SUBJECT: Update to Second Edition of the *Physician* Provider Manual

The purpose of this memorandum is to provide the July quarterly updates for Chapter II, Chapter IV, Chapter V, and VI of your provider manual. The attached table shows the changes to the manual. Please insert the new pages and retain the attached table.

The amendments to Chapter II: (1) include formatting changes, (2) update the "Program Information" section replacing all references to the DMAS-162 with the Mailing Suspension Request form, and (3) replace the sample DMAS-162 form with the current Mailing Suspension Request form in the "Exhibits" section.

The amendments to Chapter IV: (1) provide the current policy for the coverage of prosthetic devices which now includes eye prostheses and (2) update the Table of Contents.

The amendments to Chapter V: (1) update the Table of Contents, (2) include formatting changes, (3) update the information on "Replenishment of Billing Materials," and (4) update the "Exhibits" section by deleting the sample Request for Billing Supplies form (DMAS-160 R 3/92) and the Department of Medical Assistance Services Request for Forms/Brochures (DMAS-161 R 4/99). As a general rule, DMAS will no longer provide a supply of agency forms which can be downloaded from the DMAS web site (www.dmas.state.va.us). The update provides the necessary information for downloading the forms from the Internet or obtaining a single hard copy for those providers without Internet access.

The amendments to Chapter VI provide the current utilization and review policies.

Please review these changes carefully.

COPIES OF MANUALS

DMAS publishes searchable and printable copies of its provider manuals and Medicaid memoranda on the Internet. Please visit the DMAS website at www.dmas.state.va.us. Refer to the Provider Column to find Medicaid and SLH provider manuals or click on "Medicaid Memos to Providers" to see Medicaid memoranda. The Internet is the fastest way to receive provider information.

"HELPLINE"

The "HELPLINE" is available Monday through Friday from 8:30 a.m. to 4:30 p.m., except State holidays, to answer questions. The "HELPLINE" numbers are:

786-6273	Richmond area
1-800-552-8627	All other areas

Please remember that the "HELPLINE" is for provider use only.

Attachment (1)

PHYSICIAN MANUAL
REVISION CHART
July 25, 2002

SUMMARY OF REVISIONS

MANUAL SECTION	MATERIAL REVISED	NEW PAGE NUMBER(S)	REVISED PAGE(S)	REVISION DATE
Chapter II	Pages 16-16.1 and 18-19 and Page 5 of the "Exhibits"		Pages 16-16.1 and 18-19 and Page 5 of the "Exhibits"	7/25/02
Chapter IV	Fifth Page of the Table of Contents and Page 55	Page 55.1	Fifth Page of the Table of Contents and Page 55	7/25/02
Chapter V	Table of Contents, Pages 3-4, 28-29, and Pages 1-5 of the "Exhibits"		Table of Contents, Pages 3-4, 28-29, and Pages 1-5 of the "Exhibits"	7/25/02
Chapter VI	Entire Chapter		Entire Chapter	7/25/02

FILING INSTRUCTIONS

MANUAL SECTION	DISCARD	INSERT	OTHER INSTRUCTIONS
Chapter II	Old Pages 16-16.1 and 18-19 and Page 2 of the "Exhibits"	New Pages 16-16.1 and 18 and Page 2 of the "Exhibits"	
Chapter IV	Old Fifth Page of the Table of Contents and Page 55	New Fifth Page of the Table of Contents and Pages 55-55.1	
Chapter V	Old Table of Contents, Pages 3-4, 28-29, and Pages 1-5 of the "Exhibits"	New Table of Contents, Pages 3-4, 28, and Pages 1-3 of the "Exhibits"	
Chapter VI	Old Chapter	New Chapter	